

**PLENITUDE BERHAD**

Registration No. 200001028479 (531086-T)

**(Incorporated in Malaysia)****Administrative Details for the 20<sup>th</sup> Annual General Meeting (“the AGM”)**

Date	: Thursday, 5th November 2020
Time	: 3.00 p.m. to 4.30 p.m.
Venue	: Oak 1 & 2 Meeting Room, Oakwood Hotel & Residence Kuala Lumpur 222, Jalan Ampang 50450 Kuala Lumpur Wilayah Persekutuan (KL)

**1. LODGEMENT OF FORM OF PROXY**

All Forms of Proxy must reach the registered office of the Plenitude Berhad (“Plenitude”) at 2nd Floor, No. 2, Jalan Sri Hartamas 8, Sri Hartamas, 50480 Kuala Lumpur, Wilayah Persekutuan (KL) or email to [proxy@shareworks.com.my](mailto:proxy@shareworks.com.my), not less than 48 hours before the time set holding the meeting or any adjournment thereof

**2. COVID-19 PREVENTIVE MEASURES**

In view of the COVID-19 pandemic, please be informed that Plenitude Berhad will be undertaking the following precautionary measures for the AGM.

- Shareholders are required to pre-register your attendance ahead of the AGM in order to allow Plenitude Berhad to make necessary arrangements for this meeting.
- In order to pre-register your physical attendance to the AGM, you are required to complete the Pre-Registration Form together with the Health Declaration Form which will be available at [plenitude.com.my/agm2020reports/](http://plenitude.com.my/agm2020reports/) starting 7th October, 2020.



scan here

- Please note that submission of the completed forms shall only be accepted between 7th October until 3:00 p.m. on 4th November 2020.
- On the day of AGM, shareholders are required to :-
  - Undergo temperature screening prior to entering the ballroom. If your temperature is high (37.5 °c) or your present COVID-19 symptoms (such as cough, sore throat or shortness of breath), you will not be allowed to enter the ballroom.
  - Check in by scanning the QR code via the “MySejahtera” application.
  - MUST wear face masks, sanitization and maintain the 1-meter physical social distance at all times.
  - As per the National Disaster Management Agency (NADMA) Guidelines and National Security Council Standard Operating Procedures, you are prohibited from attending the AGM if;-
    - You have travelled overseas and recently returned to Malaysia via any International Entry Point within 14 days of the AGM or ;
    - You are a Patient under Investigation (PUI) or Person under Surveillance (PUS)

**3. REGISTRATION**

- Registration will commence sharp at 2.30 p.m.
- Only pre-registration shareholders allowed to attend the AGM.
- Please produce your Identity Card (NRIC) to the registration team for verification. An identification tag will be issued upon registration.
- No person can enter or leave the meeting room without their identification tag which is to be returned at the end of the AGM.
- Please note that you will not be allowed to register on behalf of another person, even with the original NRIC/ passport of that other person.

**4. PARKING**

- A complimentary parking ticket can be exchanged at the Parking Ticket Redemption Counter for shareholders who park their vehicles in Oakwood Hotel & Residence Kuala Lumpur only.

**5. HELPDESK**

- The registration counters will only handle verification of identity and registration. If you have other queries or need any clarification relating to registration, please proceed to the Help Desk.
- The Help Desk will also handle revocation of proxy appointments.

**6. REFRESHMENT**

- There will be no distribution of refreshment during the meeting.

**7. ENQUIRIES**

- If you have any enquiries prior to the AGM, please contact any of the following persons during office hours (9.00 a.m. to 5.30 p.m.) on Mondays to Fridays:-
  - (a) Mr .Vemalan (Tel: 03-6201 1120)
  - (b) Mr.CK Goh (Tel: 03-6201 1120)